

HHS Privacy Impact Assessment (PIA) Summary

SAMHSA: SAMHSA CSAP National Clearinghouse for Alcohol and Drug Information (NCADI/NMHIC)

1

The following required questions represent the information necessary to complete the PIA Summary for transmission to the Office of Management and Budget. Note: If a question or its response is not applicable, please answer “No” to that question.

2Summary of PIA Required Questions

Question

Response

- 1

System:
- SAMHSA CSAP National Clearinghouse for Alcohol and Drug Information (NCADI/NMHIC)
- 2

Is this a new PIA?
- No
- 3

If this is an existing PIA, please provide a reason for revision:
- Initial PIA Migration to ProSight
- 4

Date of this Submission:
- Dec 3, 2003
- 5

OPDIV Name:
- SAMHSA
- 6

Unique Project Identifier (UPI) Number:
- 009-30-01-03-02-1027-02
- 7

Privacy Act System of Records (SOR) Number:
- No
- 8

OMB Information Collection Approval Number:
- 09390-0197
- 9

Other Identifying Number(s):
- 277-98-6008
- 10

System Name:
- SAMHSA's National Clearinghouse for Alcohol and Drug Information
- 11

System Point of Contact (POC). The System POC is the person to whom questions about the system and the responses to this PIA may be addressed:
- Nelia C. Nadal
- 12

Provide an overview of the system:
- The National Clearinghouse for Alcohol and Drug Information (NCADI) established in conformance with the Public Health Service Act, as amended by the Anti-Drug Abuse Act of 1986, the Omnibus Anti-Drug Abuse Act of 1988, and the ADAMHA Reorganization Act of Existing
- 13

Indicate if the system is new or an existing one being modified:
- Yes
- 14

Does/Will the system collect, maintain (store), disseminate and/or pass through IIF within any database(s), record(s), file(s) or website(s) hosted by this system?
- No
- 15

Is the system subject to the Privacy Act?
- N/A The system does not share or disclose IIF information.
- 16

If the system shares or discloses IIF please specify with whom and for what purpose(s):
- Only data essential processing orders for substance abuse resources are collected to process customer orders
- 17

Describe in detail the information the agency will collect, maintain, or disseminate and why and for what purpose the agency will use the information:
- Information is provided voluntarily by customers who contact the NCADI contract via the phone, web, FAX, in-person and via mail.
- 18

Describe the consent process:
- Yes
- 19

Does the system host a website?
- Yes
- 20

Does the website have any information or pages directed at children under the age of thirteen?
- Yes
- 21

Are there policies or guidelines in place with regard to the retention and destruction of IIF?
- Yes
- 22

Are there technical controls present?
- Yes
- 23

Describe the IIF security controls:
- Any IIF information stored on the system will be physically secured and password protected.
- 24

Sr Official of Privacy Signature:
- Samuel S.Ackley
- 25

Sr Official of Privacy Signoff Date:
- Jun 1, 2006

Note on IIF: Any question about IIF seeks to identify any, and all, personal information associated with the system. This includes any IIF, whether or not it is subject to the Privacy Act, whether the individuals are employees, the public, research subjects, or business partners, and whether provided voluntarily or collected by mandate. Later questions will try to understand the character of the data and its applicability to the requirements under the Privacy Act or other legislation. Note: If no IIF is contained in the system, please answer the remaining required questions, then promote the PIA to the Sr. Privacy Official who will authorize the PIA. Note: If this system contains IIF, all remaining questions on the PIA Form Tabs must be completed prior to signature and promotion.



HHS Privacy Impact Assessment (PIA) Summary

SAMHSA: SAMHSA CSAP Prevention Service Accountability Monitoring System (CSAMS)

1

The following required questions represent the information necessary to complete the PIA Summary for transmission to the Office of Management and Budget. Note: If a question or its response is not applicable, please answer “No” to that question.

2Summary of PIA Required Questions

Question	Response
1 System:	SAMHSA CSAP Prevention Service Accountability Monitoring System (CSAMS)
2 Is this a new PIA?	No
3 If this is an existing PIA, please provide a reason for revision:	Initial PIA Migration to ProSight
4 Date of this Submission:	Dec 3, 2003
5 OPDIV Name:	SAMHSA
6 Unique Project Identifier (UPI) Number:	009-30-01-29-01-1006-00-110-028
7 Privacy Act System of Records (SOR) Number:	No
8 OMB Information Collection Approval Number:	09390-0197
9 Other Identifying Number(s):	N/A
10 System Name:	CSAP/SAMHSA's Prevention Technology Platform (PrevTech)
11 System Point of Contact (POC). The System POC is the person to whom questions about the system and the responses to this PIA may be addressed:	Augusto Diana
12 Provide an overview of the system:	PrevTech was established in conformance with the Public Health Service Act, as amended by the Anti-Drug Abuse Act of 1986, the Omnibus Anti-Drug Abuse Act of 1988, and the ADAMHA Reorganization Act of 1992, supports and promotes the goals of demand reduct Existing
13 Indicate if the system is new or an existing one being modified:	Existing
14 Does/Will the system collect, maintain (store), disseminate and/or pass through IIF within any database(s), record(s), file(s) or website(s) hosted by this system?	No
15 Is the system subject to the Privacy Act?	No
16 If the system shares or discloses IIF please specify with whom and for what purpose(s):	N/A
17 Describe in detail the information the agency will collect, maintain, or disseminate and why and for what purpose the agency will use the information:	PrevTech does not collect any information which is used by SAMHSA or CSAP. PrevTech users input data related to their prevention projects but these are subject to a strict privacy policy and are only accessible to the persons who created them. Registe
18 Describe the consent process:	Information is provided voluntarily by registered PrevTech users and is not shared with others or with the agency.
19 Does the system host a website?	Yes
20 Does the website have any information or pages directed at children under the age of thirteen?	No
21 Are there policies or guidelines in place with regard to the retention and destruction of IIF?	Yes
22 Are there technical controls present?	Yes
23 Describe the IIF security controls:	Physically secured and password protected
24 Sr Official of Privacy Signature:	Samuel S. Ackley
25 Sr Official of Privacy Signoff Date:	Jun 1, 2006

Note on IIF: Any question about IIF seeks to identify any, and all, personal information associated with the system. This includes any IIF, whether or not it is subject to the Privacy Act, whether the individuals are employees, the public, research subjects, or business partners, and whether provided voluntarily or collected by mandate. Later questions will try to understand the character of the data and its applicability to the requirements under the Privacy Act or other legislation. Note: If no IIF is contained in the system, please answer the remaining required questions, then promote the PIA to the Sr. Privacy Official who will authorize the PIA. Note: If this system contains IIF, all remaining questions on the PIA Form Tabs must be completed prior to signature and promotion.

HHS Privacy Impact Assessment (PIA) Summary

SAMHSA: SAMHSA OAS DAWN

1

The following required questions represent the information necessary to complete the PIA Summary for transmission to the Office of Management and Budget. Note: If a question or its response is not applicable, please answer “No” to that question.

2Summary of PIA Required Questions

Question

Response

- 1 System:

SAMHSA OAS DAWN
- 2 Is this a new PIA?

No
- 3 If this is an existing PIA, please provide a reason for revision:

Initial PIA Migration to ProSight
- 4 Date of this Submission:

Dec 2, 2003
- 5 OPDIV Name:

SAMHSA
- 6 Unique Project Identifier (UPI) Number:

009-30-01-03-02-1005-00
- 7 Privacy Act System of Records (SOR) Number:

09-30-0049
- 8 OMB Information Collection Approval Number:

0930-0078
- 9 Other Identifying Number(s):

No
- 10 System Name:

Drug Abuse Warning Network
- 11 System Point of Contact (POC). The System POC is the person to whom questions about the system and the responses to this PIA may be addressed:

Judy Ball
- 12 Provide an overview of the system:

Public health surveillance; the Drug Abuse Warning Network is a public health surveillance system that monitors drug-related emergency department visits and drug-related deaths investigated by medical examiners and coroners. Section 505 of the Public Hea
- 13 Indicate if the system is new or an existing one being modified:

Existing
- 14 Does/Will the system collect, maintain (store), disseminate and/or pass through IIF within any database(s), record(s), file(s) or website(s) hosted by this system?

No
- 15 Is the system subject to the Privacy Act?

No
- 16 If the system shares or discloses IIF please specify with whom and for what purpose(s):

Users include hospital and medical examiner participants in DAWN, the Office of National Drug Control Policy (ONDCP), and other Federal agencies such as the Drug Enforcement Administration (DEA) and the Food and Drug Administration (FDA). DAWN data are u
- 17 Describe in detail the information the agency will collect, maintain, or disseminate and why and for what purpose the agency will use the information:

Data items on each ED visit meeting the DAWN case criteria are: date and time of visit, patient demographics (age, race/ethnicity, sex), zip code, a narrative case description, chief complaints, type of case, diagnoses, disposition, and up to 7 drugs, th
- 18 Describe the consent process:

No patient is ever interviewed. Within each facility (ED or ME office) that participates in DAWN, a designated DAWN Reporter is responsible for reviewing medical/decedent records retrospectively to identify cases meeting the DAWN reporting criteria and f
- 19 Does the system host a website?

Yes
- 20 Does the website have any information or pages directed at children under the age of thirteen?

No
- 21 Are there policies or guidelines in place with regard to the retention and destruction of IIF?

Yes
- 22 Are there technical controls present?

No
- 23 Describe the IIF security controls:

Most data are collected using a secure, web-based data entry system. Data entered using a laptop computer not connected to a network are encrypted for storage and subsequent transmission. Technical, physical, and administration controls restrict unautho
- 24 Sr Official of Privacy Signature:

Samuel S. Ackley
- 25 Sr Official of Privacy Signoff Date:

Jul 27, 2006

Note on IIF: Any question about IIF seeks to identify any, and all, personal information associated with the system. This includes any IIF, whether or not it is subject to the Privacy Act, whether the individuals are employees, the public, research subjects, or business partners, and whether provided voluntarily or collected by mandate. Later questions will try to understand the character of the data and its applicability to the requirements under the Privacy Act or other legislation. Note: If no IIF is contained in the system, please answer the remaining required questions, then promote the PIA to the Sr. Privacy Official who will authorize the PIA. Note: If this system contains IIF, all remaining questions on the PIA Form Tabs must be completed prior to signature and promotion.



HHS Privacy Impact Assessment (PIA) Summary

SAMHSA: SAMHSA OAS National Survey on Drug Use and Health (NSDUH)

1

The following required questions represent the information necessary to complete the PIA Summary for transmission to the Office of Management and Budget. Note: If a question or its response is not applicable, please answer “No” to that question.

2Summary of PIA Required Questions

Question	Response
1 System:	SAMHSA OAS National Survey on Drug Use and Health (NSDUH)
2 Is this a new PIA?	No
3 If this is an existing PIA, please provide a reason for revision:	Initial PIA Migration to ProSight
4 Date of this Submission:	Dec 4, 2003
5 OPDIV Name:	SAMHSA
6 Unique Project Identifier (UPI) Number:	009-30-01-03-01-1003-02
7 Privacy Act System of Records (SOR) Number:	09-30-0049 Please note that this number only covers consultant records maintained by SAMHSA contractors. No system of records notice is applicable for survey data collected by the National Survey on Drug Use and Health (NSDUH).
8 OMB Information Collection Approval Number:	0930-0110
9 Other Identifying Number(s):	No
10 System Name:	National Survey on Drug Use and Health (NSDUH)
11 System Point of Contact (POC). The System POC is the person to whom questions about the system and the responses to this PIA may be addressed:	Sam Ackley
12 Provide an overview of the system:	To provide information on the incidence and prevalence of substance use as required by Section 505 of the Public Health Service Act (42 USC 290aa4). The National Survey on Drug Use and Health (NSDUH) provides information on the incidence and prevalence o Existing
13 Indicate if the system is new or an existing one being modified:	Existing
14 Does/Will the system collect, maintain (store), disseminate and/or pass through IIF within any database(s), record(s), file(s) or website(s) hosted by this system?	No
15 Is the system subject to the Privacy Act?	No
16 If the system shares or discloses IIF please specify with whom and for what purpose(s):	The National Institute on Drug Abuse (NIDA), the Centers for Disease Control and Prevention (CDC), the Office of National Drug Control Policy (ONDCP), and other Federal components interested in the prevalence of substance use including the White House, Co
17 Describe in detail the information the agency will collect, maintain, or disseminate and why and for what purpose the agency will use the information:	The NSDUH provides current data on substance use prevalence for the U.S. population aged 12 or older as well as each state. The survey sample supports annual direct estimates of prevalence for: the nation, the eight (8) largest states, and model-based es
18 Describe the consent process:	The NSDUH is a survey of the civilian non-institutionalized population of the United States aged 12 or older. Households are sampled using a stratified, multi-stage area probability design. Data collection is facilitated through the use of personal, in-h
19 Does the system host a website?	Yes
20 Does the website have any information or pages directed at children under the age of thirteen?	Yes
21 Are there policies or guidelines in place with regard to the retention and destruction of IIF?	Yes
22 Are there technical controls present?	No
23 Describe the IIF security controls:	The general model for securing collected data involves three increasingly restrictive layers of data security. The first layer of security is that provided by the Contractor and the gateways required to access their Public Network. The next layer is the Samuel S. Ackley
24 Sr Official of Privacy Signature:	Samuel S. Ackley
25 Sr Official of Privacy Signoff Date:	Jun 1, 2006

Note on IIF: Any question about IIF seeks to identify any, and all, personal information associated with the system. This includes any IIF, whether or not it is subject to the Privacy Act, whether the individuals are employees, the public, research subjects, or business partners, and whether provided voluntarily or collected by mandate. Later questions will try to understand the character of the data and its applicability to the requirements under the Privacy Act or other legislation. Note: If no IIF is contained in the system, please answer the remaining required questions, then promote the PIA to the Sr. Privacy Official who will authorize the PIA. Note: If this system contains IIF, all remaining questions on the PIA Form Tabs must be completed prior to signature and promotion.



HHS Privacy Impact Assessment (PIA) Summary

SAMHSA: SAMHSA OPS Physical Access Control System (PACS)

1

The following required questions represent the information necessary to complete the PIA Summary for transmission to the Office of Management and Budget. Note: If a question or its response is not applicable, please answer “No” to that question.

2

Summary of PIA Required Questions

Question	Response
1 System:	SAMHSA OPS Physical Access Control System (PACS)
2 Is this a new PIA?	Yes
3 If this is an existing PIA, please provide a reason for revision:	-
4 Date of this Submission:	May 25, 2006
5 OPDIV Name:	SAMHSA
6 Unique Project Identifier (UPI) Number:	None
7 Privacy Act System of Records (SOR) Number:	A SOR is currently in the process of being created.
8 OMB Information Collection Approval Number:	No
9 Other Identifying Number(s):	No
10 System Name:	SAMHSA Physical Access Control System
11 System Point of Contact (POC). The System POC is the person to whom questions about the system and the responses to this PIA may be addressed:	Kathleen Milenkowic
12 Provide an overview of the system:	The SAMHSA PACS uses management software for access control and security operations. Its primary function is to provide physical access control predominately for SAMHSA staff and personnel accessing its facilities.
13 Indicate if the system is new or an existing one being modified:	New
14 Does/Will the system collect, maintain (store), disseminate and/or pass through IIF within any database(s), record(s), file(s) or website(s) hosted by this system?	Yes
15 Is the system subject to the Privacy Act?	Yes
16 If the system shares or discloses IIF please specify with whom and for what purpose(s):	The system is a stand alone system and does not share disclose information with external agencies or people outside the agency.
17 Describe in detail the information the agency will collect, maintain, or disseminate and why and for what purpose the agency will use the information:	The SAMHSA PACS system collects the following information: employee name, employment status, social security number, building location, room number and phone number. The SAMHSA PACS system uses this information for badge creation. The information is sto
18 Describe the consent process:	Consent is obtained from employees at time of Badge request. When employee returns badge request he/she are notified via formal notice of the IIF being collected, the reason for the IIF information and how the information will be used or shared.
19 Does the system host a website?	No
20 Does the website have any information or pages directed at children under the age of thirteen?	No
21 Are there policies or guidelines in place with regard to the retention and destruction of IIF?	Yes
22 Are there technical controls present?	Yes
23 Describe the IIF security controls:	SAMHSA PACS system ensures the privacy of employees IIF through the use of passwords, secured storage room, and system lock-out with incorrect entry attempts.
24 Sr Official of Privacy Signature:	Samuel S. Ackley
25 Sr Official of Privacy Signoff Date:	Jul 27, 2006

Note on IIF: Any question about IIF seeks to identify any, and all, personal information associated with the system. This includes any IIF, whether or not it is subject to the Privacy Act, whether the individuals are employees, the public, research subjects, or business partners, and whether provided voluntarily or collected by mandate. Later questions will try to understand the character of the data and its applicability to the requirements under the Privacy Act or other legislation. Note: If no IIF is contained in the system, please answer the remaining required questions, then promote the PIA to the Sr. Privacy Official who will authorize the PIA. Note: If this system contains IIF, all remaining questions on the PIA Form Tabs must be completed prior to signature and promotion.

HHS Privacy Impact Assessment (PIA) Summary

SAMHSA: SAMHSA OPS Web sites

1

The following required questions represent the information necessary to complete the PIA Summary for transmission to the Office of Management and Budget. Note: If a question or its response is not applicable, please answer “No” to that question.

2Summary of PIA Required Questions

Question	Response
1 System:	SAMHSA OPS Web sites
2 Is this a new PIA?	Yes
3 If this is an existing PIA, please provide a reason for revision:	-
4 Date of this Submission:	Mar 15, 2006
5 OPDIV Name:	SAMHSA
6 Unique Project Identifier (UPI) Number:	009-30-01-29-01-1058-00-110-028
7 Privacy Act System of Records (SOR) Number:	No
8 OMB Information Collection Approval Number:	No
9 Other Identifying Number(s):	No
10 System Name:	SAMHSA Website
11 System Point of Contact (POC). The System POC is the person to whom questions about the system and the responses to this PIA may be addressed:	Dawn Colbert
12 Provide an overview of the system:	SAMHSA Agency website is used by internal and external user groups and provides a delivery system for information about SAMHSA to the public.
13 Indicate if the system is new or an existing one being modified:	Existing
14 Does/Will the system collect, maintain (store), disseminate and/or pass through IIF within any database(s), record(s), file(s) or website(s) hosted by this system?	Yes
15 Is the system subject to the Privacy Act?	No
16 If the system shares or discloses IIF please specify with whom and for what purpose(s):	The SAMHSA Agency Website discloses website urls to the general public to aid with providing more information about programs being offered by SAMHSA.
17 Describe in detail the information the agency will collect, maintain, or disseminate and why and for what purpose the agency will use the information:	The urls disseminate information about Agency program information; grant programs and other funding opportunities to the public.
18 Describe the consent process:	As changes are made to a content owners website nothing is published to the public until approval from the individuals has been recieved by the Webmaster.
19 Does the system host a website?	Yes
20 Does the website have any information or pages directed at children under the age of thirteen?	No
21 Are there policies or guidelines in place with regard to the retention and destruction of IIF?	Yes
22 Are there technical controls present?	Yes
23 Describe the IIF security controls:	IIF will be secured through the use of password protection, user identification codes, physical guards and access identification badges and the IT Security Policy.
24 Sr Official of Privacy Signature:	Samuel S. Ackley
25 Sr Official of Privacy Signoff Date:	Jun 1, 2006

Note on IIF: Any question about IIF seeks to identify any, and all, personal information associated with the system. This includes any IIF, whether or not it is subject to the Privacy Act, whether the individuals are employees, the public, research subjects, or business partners, and whether provided voluntarily or collected by mandate. Later questions will try to understand the character of the data and its applicability to the requirements under the Privacy Act or other legislation. Note: If no IIF is contained in the system, please answer the remaining required questions, then promote the PIA to the Sr. Privacy Official who will authorize the PIA. Note: If this system contains IIF, all remaining questions on the PIA Form Tabs must be completed prior to signature and promotion.